



Arlington Contributory Retirement Board Meeting Minutes January 26, 2023

Call to order Regular Monthly Meeting

Chairman Hughes called the monthly meeting to order at 4:30 PM

Board Members present: Chairperson Kenneth Hughes, Ida Cody, Robert Jefferson
Richard Keshian and Fred Fantini

Motion and vote to approve Expense Warrant #1 and the January 2023 Payroll Warrant

After review and discussion, Ms. Cody made a motion to approve the Expense Warrant # 1 and the January Payroll Warrant for payment, seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody I, Mr. Fantini, Mr. Keshian and Chairman Hughes I.

November Trial Balance 2022

After review and discussion, Ms. Cody made a motion to approve the November 2022 Trial Balance seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes

Motion and vote to approve Minutes for December 21, 2022

After review and discussion, Mr. Fantini made a motion to approve the December 21, 2022, Minutes seconded by, Mr. Jefferson The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes

Motion and vote to approve Executive Session Minutes for December 21, 2022

After review and discussion, Mr. Fantini made a motion to approve the December 21, 2022 Executive Session Minutes seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes

Motion to approve new Town members.

After review and discussion Mr. Fantini made a motion to approve the new town members as listed, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
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Susan Brunton	12-28-2022	9+2%	Director of GIS
David Beauregard	12-19-2022	9+2%	Eco. Development Coordinator
Hannah Boone	01-17-2023	9+2%	Senior Library Assistant
Betty Dakopoulos	12-28-2023	9+2%	Administrative Assistant
Adriel Lopez	01-23-2023	9+2%	Water Meter Technician
Nelson Mui	01-17-2023	9+2%	Assistant Director of DPW

Motion to approve new School members.

After review and discussion Mr. Fantini made a motion to approve the new school members as listed, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Name	Date of Membership	Percentage	Position
Katelyn Andrews	12-12-2022	9+2%	Teacher Assistant
Niki Bavar	01-03-2023	9+2%	Teacher Assistant
Mitchell Carter	01-05-2023	9+2%	Teacher Assistant
Shamus Maunsell	11-14-2022	9+2%	Teachers Assistant AASP
Ian Miller	12-12-2022	9+2%	Teacher Assistant
Oana Rosu	01-03-2023	9+2%	Cafeteria Helper
Kira Weiss	01-03-2023	9+2%	Teacher Assistant

Motion and Vote to approve the retirement application for James Reid,

After review and discussion Mr. Keshian made a motion to approve James Reid's retirement application, seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Retirement Date
James Reid	28 Years 0 Months	DPW/ Working Foreman Highway	B	01/28/2023

Motion and Vote to approve the retirement application for Cliff Fallis

After review and discussion Mr. Fantini. made a motion to approve Cliff Fallis retirement application, seconded by Ms. Cody The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Retirement Date
Cliff Fallis	38 Years 5 Months	Public Works/ Senior School Custodian	A	02/24/2023

Motion and Vote to approve the retirement application for Janice Weber

After review and discussion Mr. Fantini. made a motion to approve Janice Weber retirement application, seconded by Ms. Cody The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Retirement Date
Janice Weber	25 Years 5 Months	Town Clerk/ Assistant Town Clerk	B	03/21/2023

Motion and Vote to approve the retirement application for Teresa Debenedictis

After review and discussion Mr. Fantini. made a motion to approve Teresa Debenedictis retirement application, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Retirement Date
Teresa Debenedictis	35 Years 6 Months	Public Works/ Assistant Director	C	03/25/2023

Motion and Vote to approve the retirement application for Phyllis Marshall

After review and discussion Mr. Fantini. made a motion to approve Phyllis Marshall's retirement application, seconded by Ms. Cody The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Retirement Date
Phyllis Marshall	24 Years 0 Months	Treasurer/ Treasurer Collector	B	02/17/2023

Motion and Vote to approve the retirement application for Domenic Lanzillotti,

After review and discussion Mr. Fantini. made a motion to approve Domenic Lanzillotti retirement application, seconded by Ms. Cody The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Retirement Date
Domenic Lanzillotti	33 Years 4 Months	Town Manager/ Purchasing Officer	B	03/24/2023

Motion and Vote to approve the retirement application for Mark Galvin

After review and discussion Mr. Keshian made a motion to approve Mark Galvin option D retirement application, seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Retirement Date

Mark Galvin		Eligible Beneficiary / Amy Mills	D	11/15/2022
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Acknowledgement of retiree's survivors and employees who have passed since the last Board Meeting, Helen Spina, Joan Banks, Warren Adam Mary Dapkas Joseph Santore Natalie MacLean Mary Flynn
 The Chairman requested a moment of silence.

Deceased	Date of Death	Department/ Position	Retirement Date	Status
Helen Spina	12/31/2022	Survivor/ Albert Spina	03/04/2002	Survivor
Joan Banks	01/03/2023	Comptroller/ Data Processing Admin. Assistant	7/31/1993	Retiree
Warren Adam	01/05/2023	Treasurer/ Mailroom	04/30/2005	Retiree
Mary Dapkas	01/13/2023	Police/ Survivor of Ronald	06/04/2016	Survivor
Joseph Santore	01/15/2023	Community Safety / Dispatcher	05/13/1997	Retiree
Natalie MacLean	01/15/2023	DPW/ Survivor of Norman	07/11/1984	Survivor
Mary Flynn	1/19/2023	School/ Clerk	11/30/2002	Retiree

Updates

Video Screen

Mr. Greco told the Board that equipment was ordered by the Town, and it has not arrived yet.

Update Vacation Buyback

Attorney Gorman provided the vacation buyback language for approval.

After review and discussion Mr. Jefferson made a motion to approve and submit the Supplemental Regulation for PERAC's approval. seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

5% COLA

Mr. Greco asked the Board if any of them had contacted the Selectboard regarding a vote to approve on the 5% as was motioned at the December 21,2022 Meeting. The Chairman said he would contact the Selectboard Office to see when the this could be put on a future Selectboard Meeting Agenda

Section 9 Arthur McLean

Mr. Greco told the Board the information has been submitted to PERAC and he is awaiting their response.

New Business

Election Policy

The Chairman has asked the Board to review the Newburyport Retirement Board Election Policy to see if the Board will adopt a similar one for The Arlington Retirement Board. After review and discussion Mr. Fantini offered to work with Mr. Greco on a proposed policy to be presented at the February Monthly Meeting.

PERAC MEMO # 4/2023 Cola Vote for FY 24 7/1/23

The Chairman recommended the Board wait until the 5% COLA is settled before voting this one.

Ken Steele

Mr. Greco informed the Board that former Board Member Ken Steele was over paid approximately \$24. on his refund.

The Board instructed Mr. Greco to find out if the amount can be waived and not repaid.

Adjourn

Mr. Keshian made a motion at 6:25 PM to adjourn the meeting seconded, by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini, and Chairman Hughes I.